

Council Chambers at City
Hall
602 College Ave.
St. Maries, Idaho



December 08, 2025
at 5:30 p.m.
Regular Meeting

CITY COUNCIL MEETING MINUTES

1. Call to Order.

The regular meeting of the St. Maries City Council was called to order by Mayor Tom Carver at 5:30 p.m. on Monday, December 08, 2025, in Council Chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT

Mayor, Tom Carver

Councilors, Steve Dorendorf, Charles Winter, Doug Ryan, Ed Spooner, Tina Thomson

3. Pledge of Allegiance.

Mayor Carver led all present in the Pledge of Allegiance.

4. Consent Calendar. – action item

Mayor Carver noted for the record the amount of expenses presented for payment approval, as shown below.

- a. Approve Minutes from November 10th and 24th, 2025. – action item**
- b. Approve Expenses from November 2025 in the amount of \$469,832.92. – action item**
- c. Approve Treasurer Report. – action item**

Motion to approve the consent calendar as presented.

Result: Passed

Moved By: Dorendorf

Seconded by: Spooner

Voted Yes: Dorendorf, Winter, Ryan, Spooner, Thomson

Absent: Powell

5. Old Business. – none.

6. New Business.

a. Canvass Election Results – action item

City Clerk introduced the acknowledgement and acceptance of Benewah County's canvass of the City's 2025 election results. Pursuant to Idaho Code § 50-412, Canvassing Votes and Determining Results of Election, the County Commissioners, within ten days following any election, shall meet for the purpose of canvassing the results. Upon receipt of tabulation of votes prepared by the election judges and clerks, and the canvass as herein provided, the results of both shall be entered in the minutes of City Council proceedings. Results of election shall be determined as follows: In the case of a single office to be filled,

the candidate with the highest number of votes shall be declared elected; in the case where more than one office is to be filled, that number of candidates receiving the highest number of votes, equal to the number of offices to be filled, shall be declared elected. The tabulation of votes prepared and provided by Benewah County for the City of St. Maries election were stated as follows. On November 4, 2025, an election for St. Maries City Council seats currently held by Doug Ryan, Sabrina Powell, and Steve Dorendorf, and a Mayor seat held by Tom Carver. For the record, the tabulation of votes prepared by the election judges and clerks and the results of the canvass, as accepted, and provided by the Benewah County Commissioners, are as follows:

For City Council

Janelle Buell, 261 votes
Waylon Newton, 164 votes
Sabrina Powell, 221 votes
Jeff Pugh, 254 votes
Douglas Ryan, 208 votes
Cindy Willard, 242 votes

For Mayor

Tom Carver, 182 votes
Jerry Parmeley, 65 votes
Tina Thomson, 241 votes

As reported, the following three candidates received the most votes for City Council and have also been elected to a 4-year term: Edward Spooner, Tina Thomson, and Charles Winter. The following candidate received the most votes for Mayor and have been elected to a 4-year term: Tina Thomson. Spooner motions, Dorendorf seconds to acknowledge and accept Benewah County's canvass of the results of St. Maries November 7, 2023, election, per Idaho Code § 50-412. Upon roll call, all vote yes.

Motion to approve the draft grant support letter for Benewah Community Hospital.

Result:	Passed
Moved By:	Dorendorf
Seconded by:	Ryan
Voted Yes:	Dorendorf, Winter, Ryan, Spooner, Thomson
Absent:	Powell

b. Kris Smith – Discuss Sledding Safety at Viccam Park. – action item

Kris Smith explains that there are kids who sled at Viccam Park and they will end up going across Lincoln Avenue. Due to the hazard of going across the street, Smith requested City snow plows to dump snow along edges of Viccam Park to make a barrier for kids to sled without going into the street.

Motion to guide public works to looking into putting snow around Viccam Park to create a barrier.

Result:	Passed
Moved By:	Ryan

Seconded by: Dorendorf
Voted Yes: Dorendorf, Winter, Ryan, Spooner, Thomson
Absent: Powell

c. Ordinance 2025-787; Condominium Plat Code Amendment & Planning Commission Recommendation. – action item

Motion to approve that the Ordinance pass its first reading by title only.

Result: Passed
Moved By: Dorendorf
Seconded by: Spooner
Voted Yes: Dorendorf, Winter, Ryan, Spooner, Thomson
Absent: Powell

City Clerk, Jaidyn Kinzer, read the Ordinance by title only.

Motion that the rules requiring three separate readings, once in the Ordinances entirely, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

Result: Passed
Moved By: Ryan
Seconded by: Spooner
Voted Yes: Dorendorf, Winter, Ryan, Spooner, Thomson
Absent: Powell

d. Discuss Arcadis Pay Request to Escrow Agent.

Terrun Zolman, City Attorney, explained we received documentation of a final pay request from Arcadis based on a final report stating there were no more contaminants in the soil. Zolman stated that the City does not pay this request as the funds were held in escrow.

7. Reports and Communications.

a. Mayor's Update.

Mayor Carver stated this will be his last meeting and wanted to thank the council members for their terms. Carver explains that he has been assisting the public works department with the three water tanks electrical panels.

b. City Council Comments.

Dorendorf shares that the current sidewalk projects invoices so far have totaled about \$55,000 and have had three surveys done. Dorendorf notified council and upcoming council members to keep an eye on the project costs and invoices.

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Winter shares if anyone has old prescriptions that they can go to Benewah Community Hospital and they have at-home packets that will destroy the medication, rather than flushing it.

Spooner stated that the past and current administration has worked hard to modernize the City and he wishes the best to the next administration.

c. Public Works Director's Update.

Shiloh Pfeiffer, Public Works Director, stated that the crew have worked hard to get the sanders working for the upcoming season. Pfeiffer also states potentially including the improvement of the two sanders in next years budget. Doug Ryan mentions that the City is out of compliance with DEQ for the sewer ponds and are waiting for Benewah County to assist with their lines that are out of compliance.

d. Police Update.

Scott Castles, Police Chief, stated that Christmas in St. Maries on Saturday was a success for the Police Department.

e. Building Official Update.

Jacob Parsons, Building Official, stated the building department is headed into the slower season.

8. Public Comments.

Mayor Carver recited the rules and procedures for public comment, followed by an opportunity for comments from the public regarding items included on the agenda and other topics relevant to the business of the City of St. Maries. Information only; no Council action.

Erin Reid stated possibly including blocking off traffic coming off of 4th street onto College Avenue during the Christmas in St. Maries parade.

Aaron Nelson thanked the City for assisting with Christmas in St. Maries. Nelson also mentioned that the Senior Meal Site is having a fundraiser this Thursday.

9. Adjourn.

With no further business on the agenda, the meeting was reconvened and adjourned at 6:07 PM.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their regular meeting held on _____..

Tom Carver, Mayor

Attest: Jaidyn Kinzer, City Clerk